

**A RESOLUTION
BY FINANCE EXECUTIVE**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 ON BEHALF OF THE EXECUTIVE OFFICES- OFFICE OF ENTERPRISE ASSETS MANAGEMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (“MOU”) WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY(AWDA) FOR THE PURPOSE OF CONTINUING THE CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; ALL REVENUE RECEIVED PURSUANT TO THIS MEMORANDUM OF UNDERSTANDING “(MOU)” SHALL BE DEPOSITED INTO 1001(GENERAL FUND), DEPARTMENT 000002 (GENERAL REVENUE ORG), ACCOUNT 3890003 (FOOD DRINK & NOTIONS), FUNCTION ACTIVITY 000000 AND FOR OTHER PURPOSES.

WHEREAS, pursuant to resolution number 07-R-2470 the City of Atlanta entered into a Memorandum of Understanding “(MOU)” with the Atlanta Workforce Development Agency (AWDA) for the purpose of implementing a Culinary Training program in the City Hall Cafeteria, to enable unemployed individuals gain skills in the culinary industry; and

WHEREAS, the CTP is a 12-week program geared to teach trainees the necessary skills to work in a restaurant, cafe’, hotel, or other food service establishment.

WHEREAS, the Atlanta Workforce Development Agency (AWDA) continues to perform services under the contract satisfactorily; and

WHEREAS, the Culinary Training Program still provides a valuable service to the program participants by preparing them for the job market; and

WHEREAS, the initial term of the contract was for two (2) years, commencing January 15, 2008, with two (2) renewal options to be exercised at the sole discretion of the City; and

WHEREAS, pursuant to the Memorandum of Understanding “(MOU)” the Atlanta Workforce Development Agency (AWDA) shall pay a rental fee of a twenty five dollars (\$25.00) a month for use of the City Hall Cafeteria; and

WHEREAS, the Deputy Chief Operating Officer, and the Chief Procurement Officer recommend the execution of Renewal Agreement No. 1 of the Memorandum of Understanding “(MOU)” with the Atlanta Workforce Development

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor be and is hereby authorized, on behalf of the Executive Office-Office of Enterprise Assets Management to enter into a Memorandum of

Understanding “(MOU)” with Atlanta Workforce Development Agency (AWDA) for the purpose of continuing the culinary training program in the City Hall cafeteria.

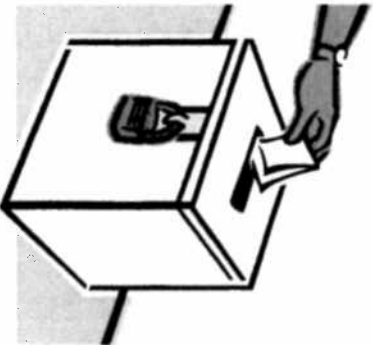
BE IT FURTHER RESOLVED, that the term for the Memorandum “(MOU)” shall be for a period of two (2) years with (2) one year renewal options.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer is directed to assist the City Attorney in the preparation of Renewal Agreement No. 1 of the Memorandum of Understanding “(MOU)” for execution by the Mayor.

BE IT FURTHER RESOLVED, that Renewal Agreement No. 1 of the Memorandum of Understanding “(MOU)” will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney, and delivered the Atlanta Workforce Development Agency (AWDA).

BE IT FINALLY RESOLVED that all revenue received will be deposited into 1001(General Fund), Department 000002 (General Revenue Org), Account 3890003 (Food Drink & Notions), Function Activity 000000.

Gourmet Services Evaluation Results



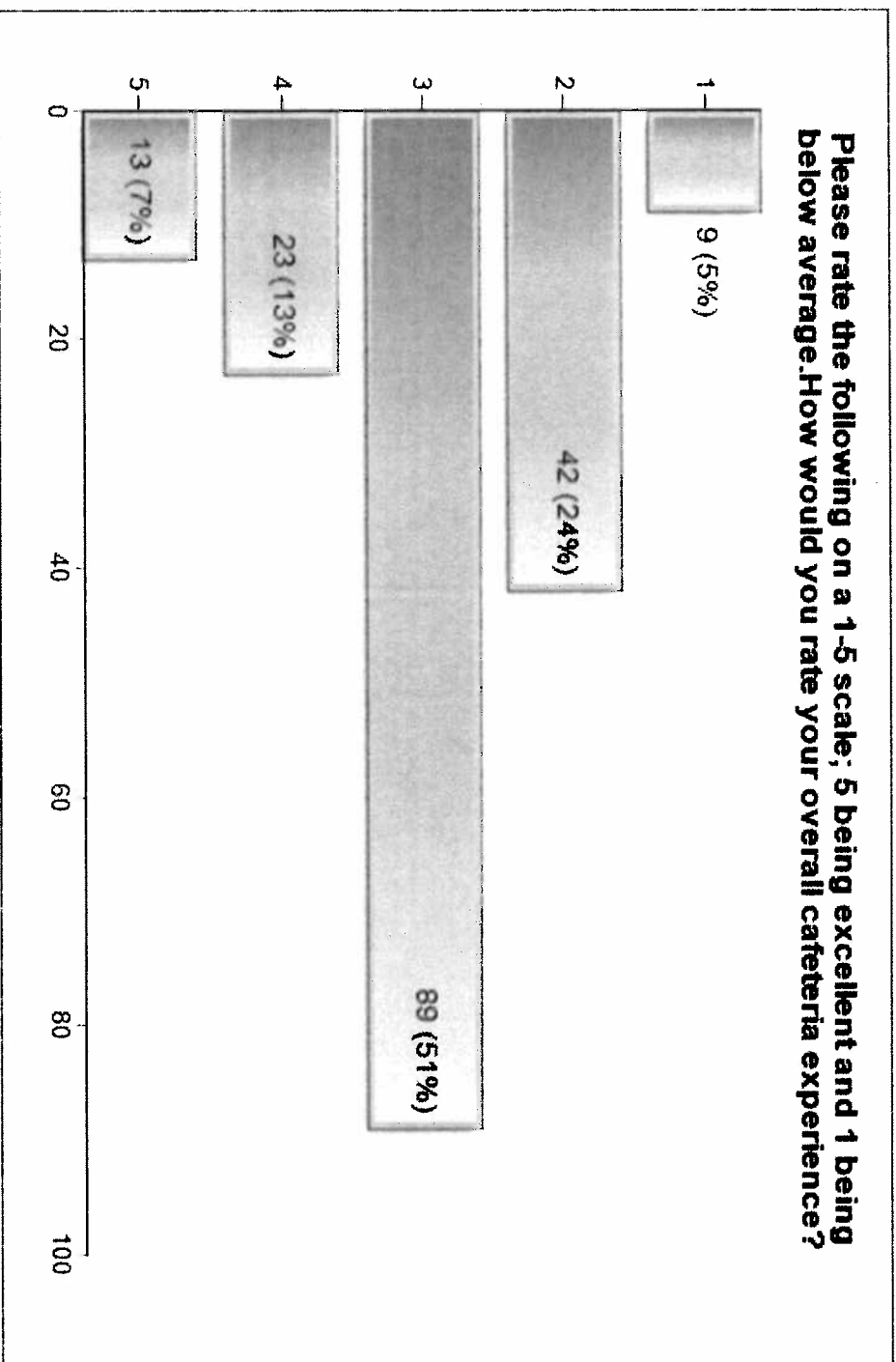
Office of Enterprise Assets Management

The Basics

- An online evaluation of the Cafeteria Services provided by Gourmet Food Services, conducted by the Office of Enterprise Assets Management, was available online for City Of Atlanta (COA) employees from November 3rd until November 25th, 2009.
- There was a 50 percent completion rate amongst the 553 employees who viewed the surveys
- Two surveys were produced to measure the perspectives of two groups: COA employees who currently patronize the cafeteria and those employees who currently do not.

Online Evaluation of Cafeteria Results

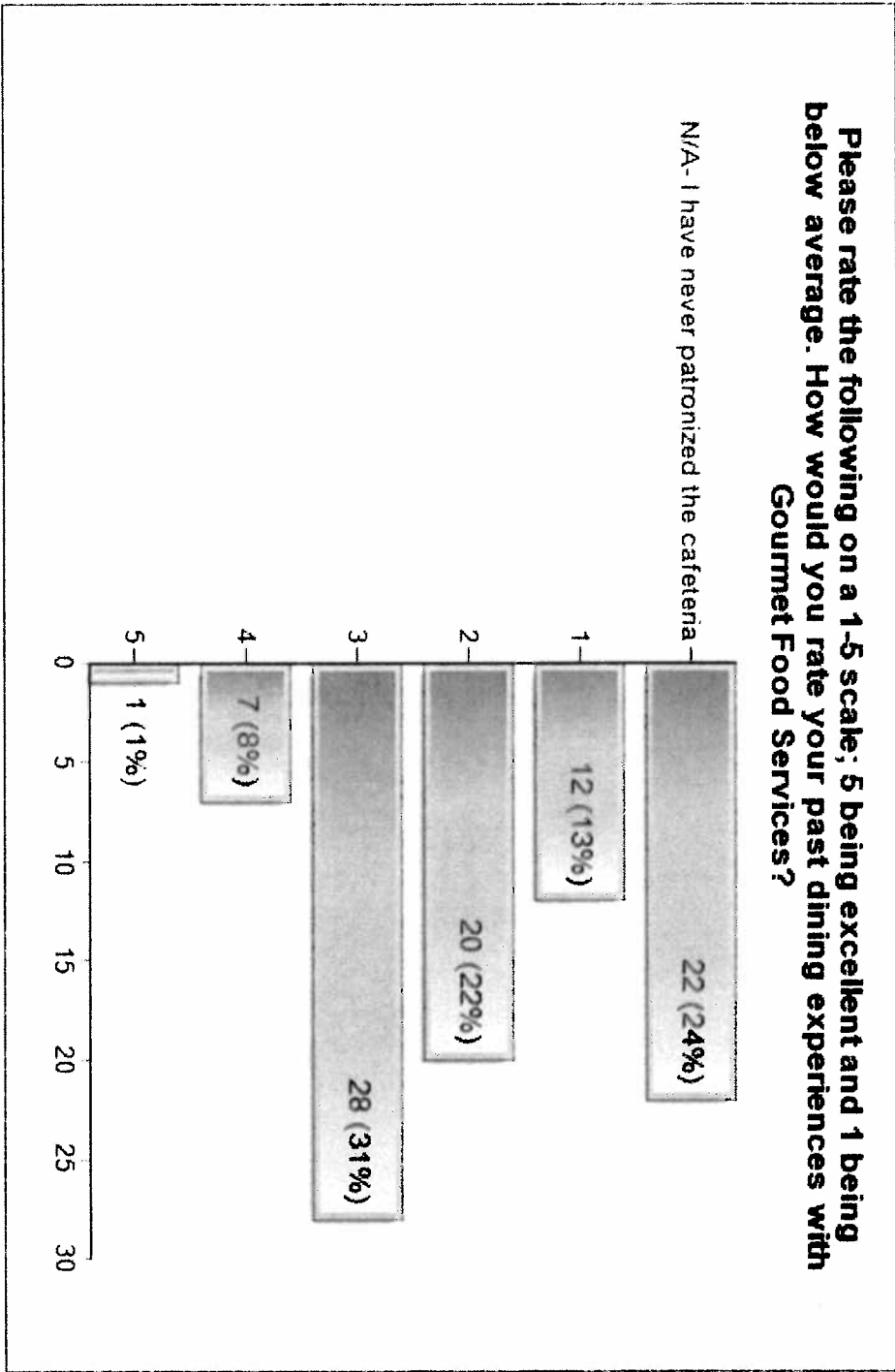
Please rate the following on a 1-5 scale; 5 being excellent and 1 being below average. How would you rate your overall cafeteria experience?



Patrons' Response

Online Evaluation of Cafeteria Results

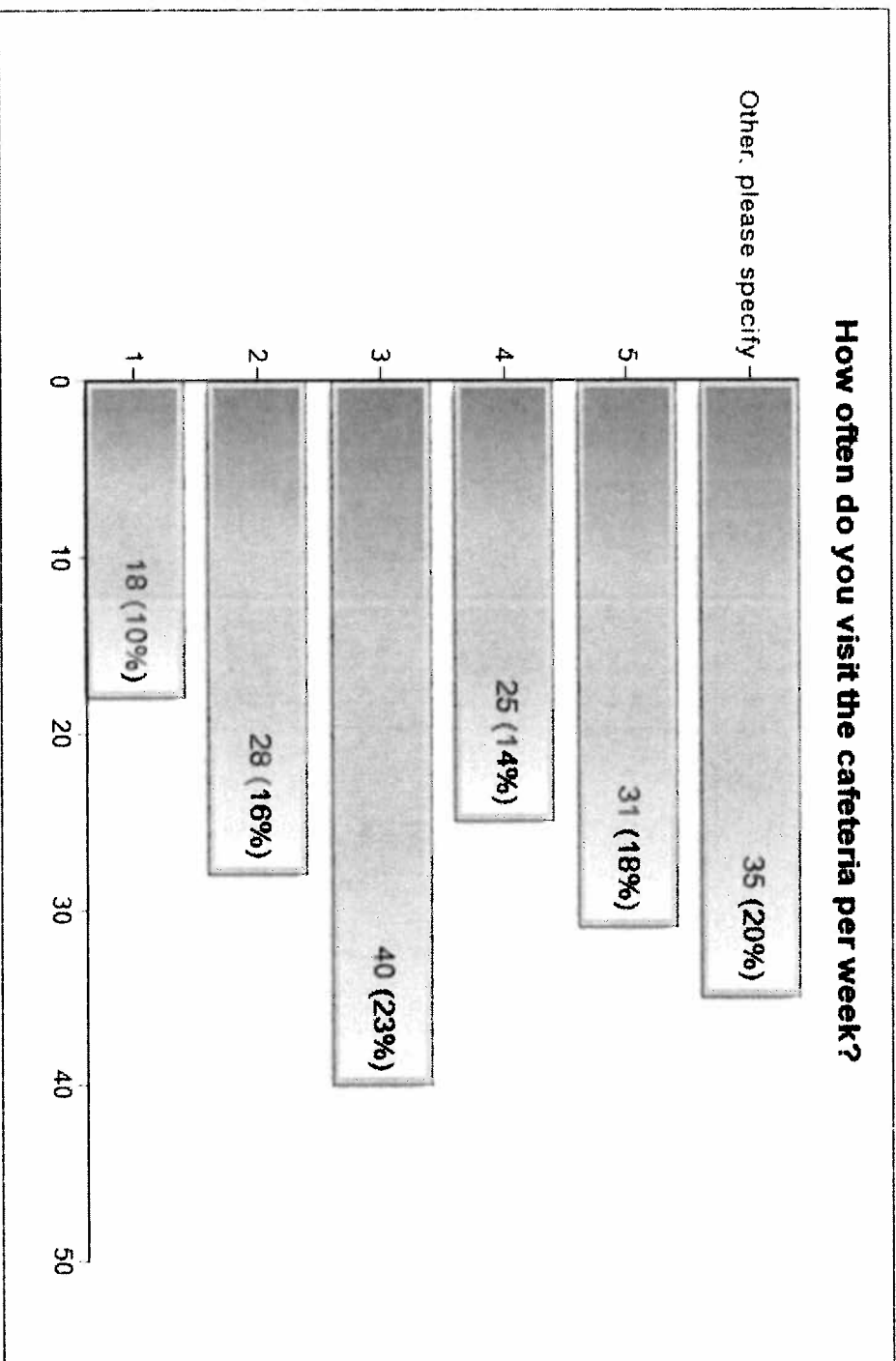
Please rate the following on a 1-5 scale; 5 being excellent and 1 being below average. How would you rate your past dining experiences with Gourmet Food Services?



Non-Patrons' Response

Online Evaluation of Cafeteria Results

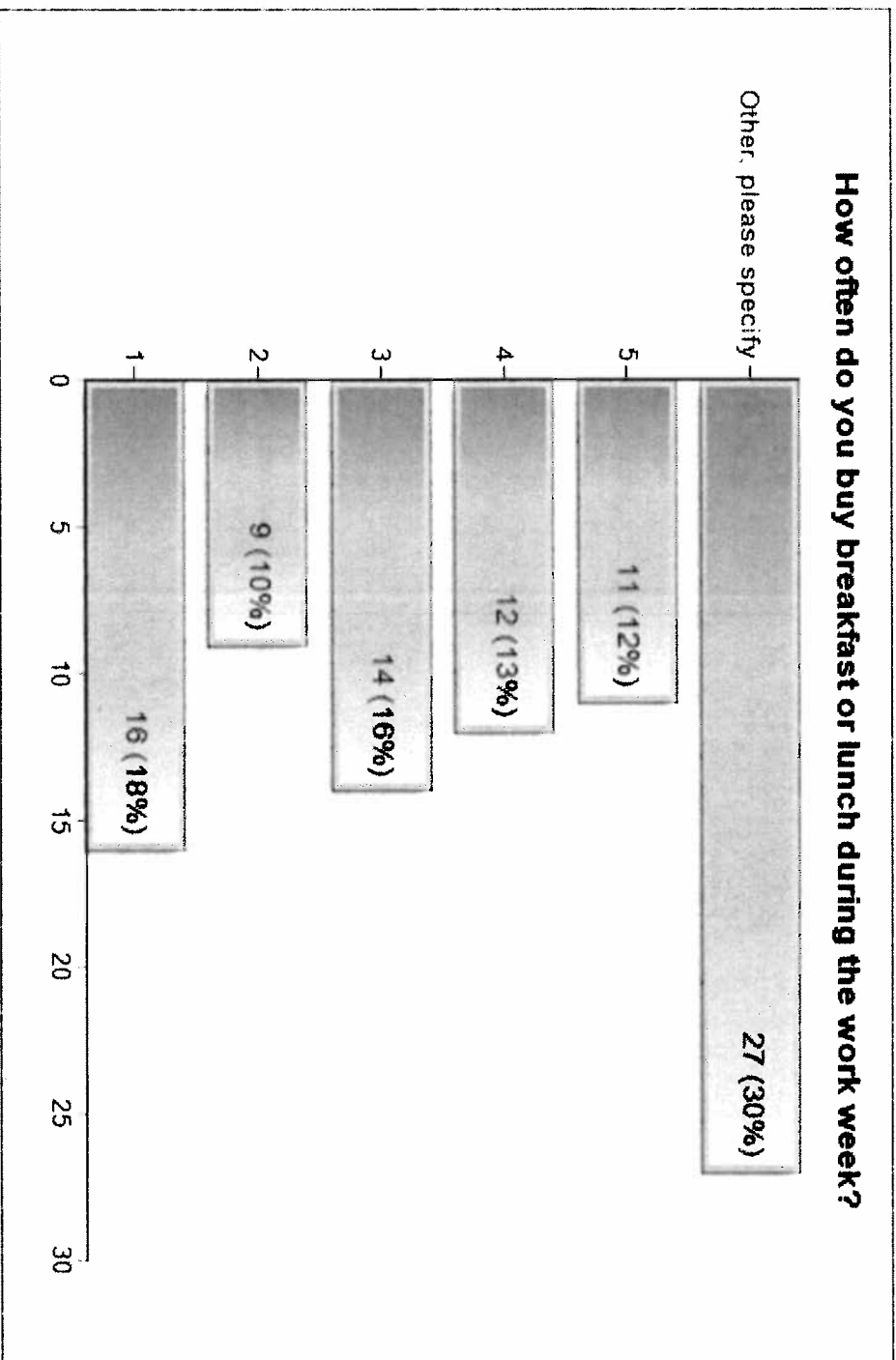
How often do you visit the cafeteria per week?



Patrons' Response

Online Evaluation of Cafeteria Results

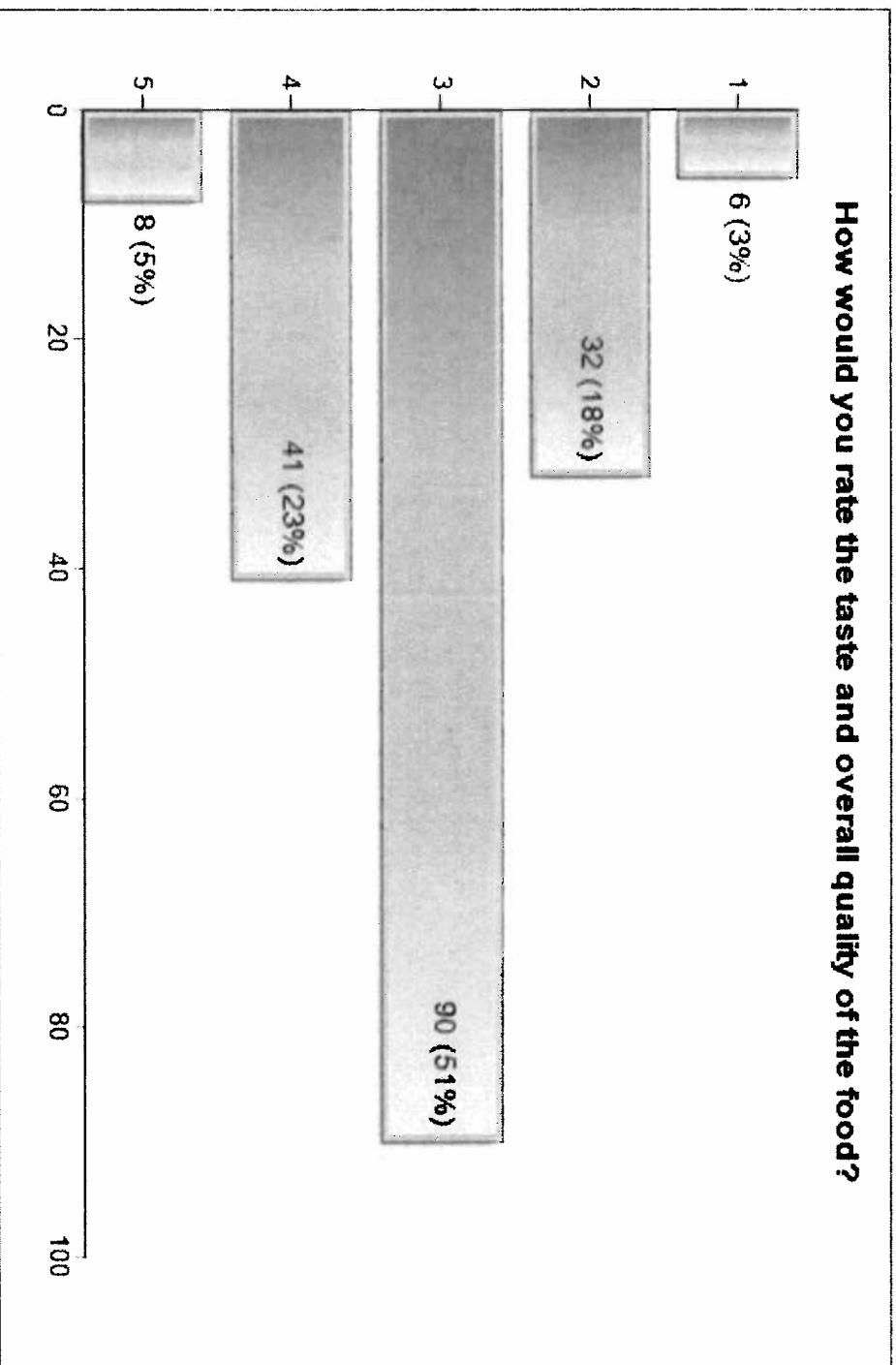
How often do you buy breakfast or lunch during the work week?



Non-Patrons' Response

Online Evaluation of Cafeteria Results

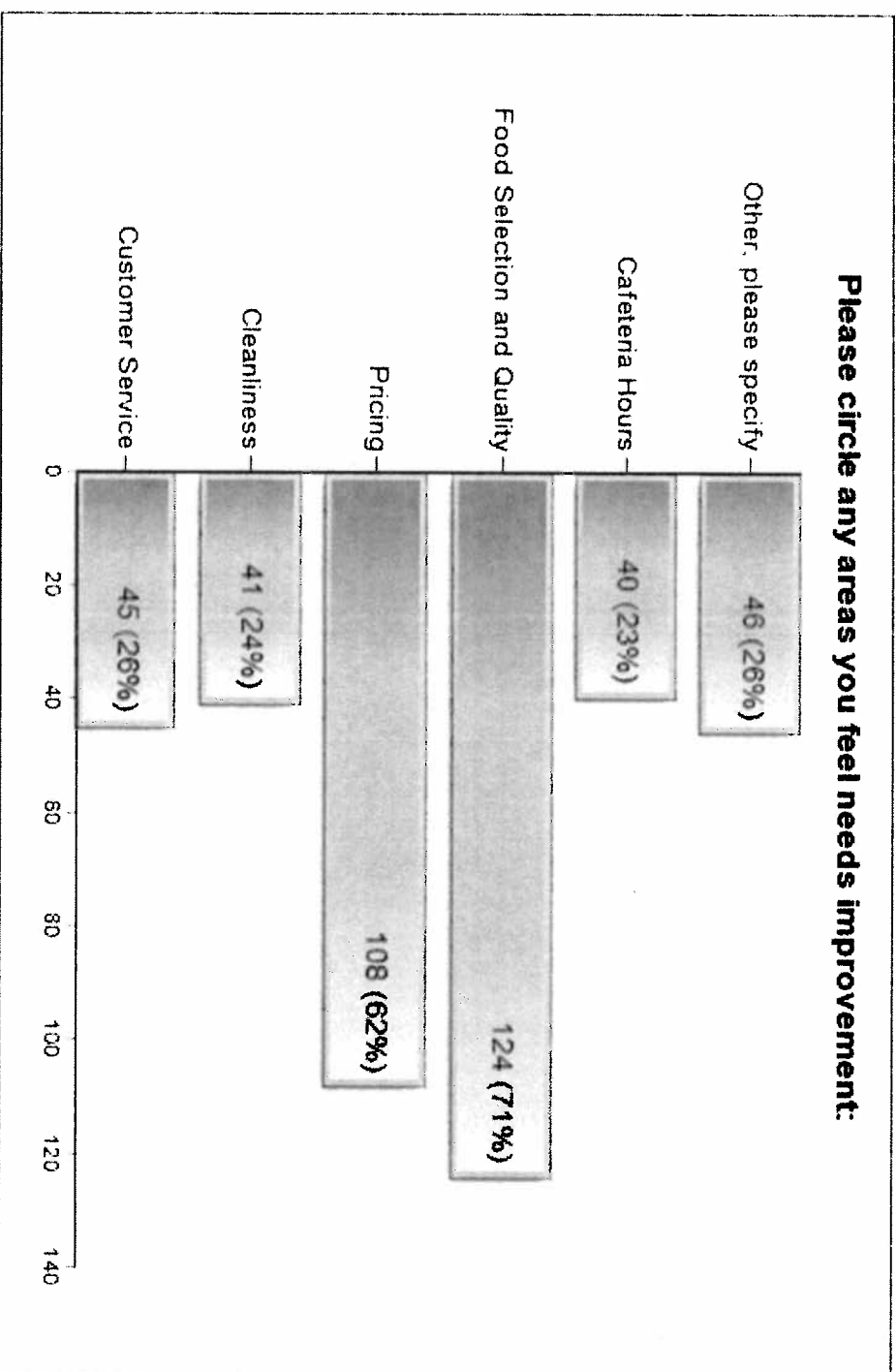
How would you rate the taste and overall quality of the food?



Patrons' Response

Online Evaluation of Cafeteria Results

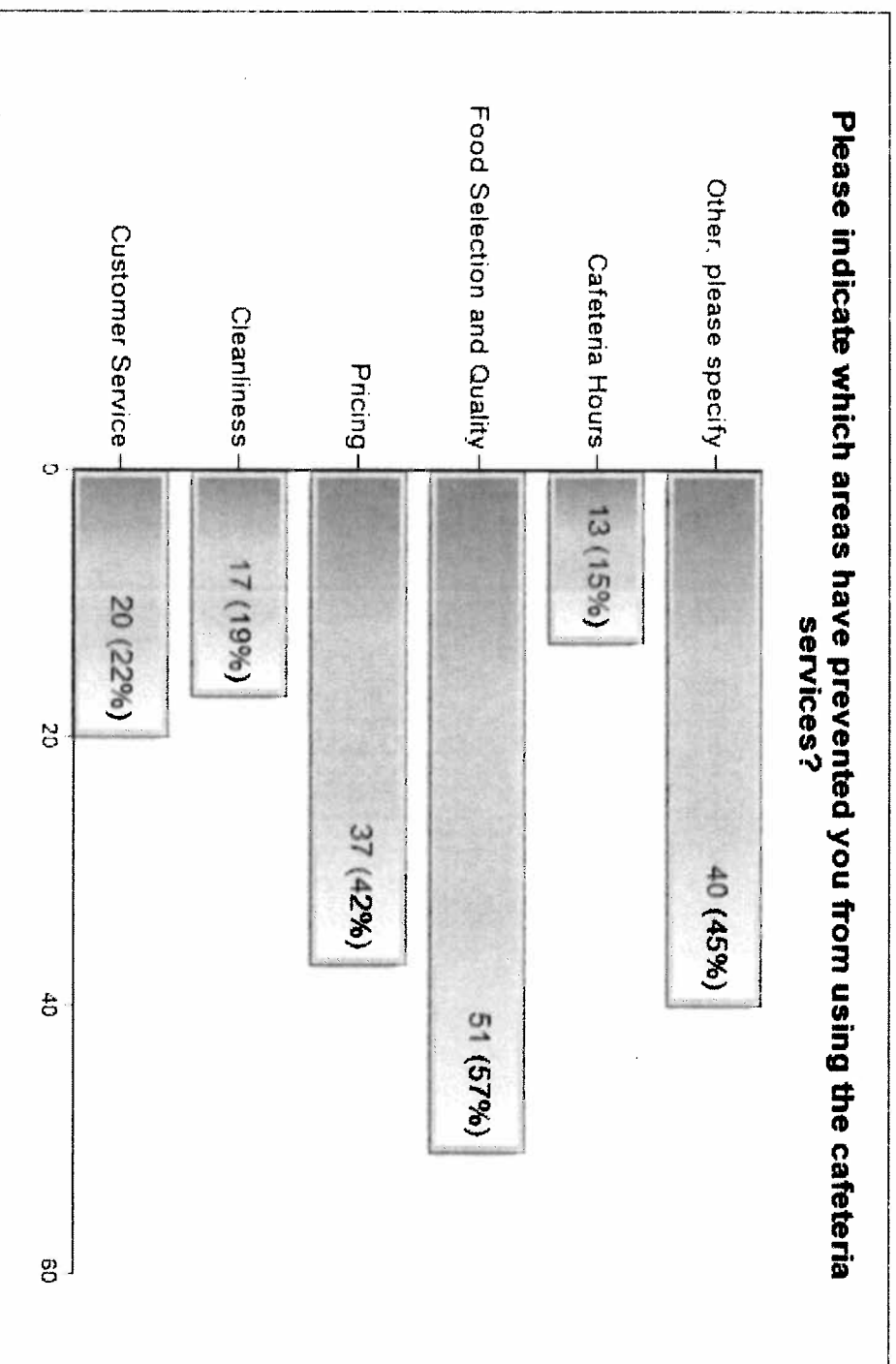
Please circle any areas you feel need improvement:



Patrons' Response

Online Evaluation of Cafeteria Results

Please indicate which areas have prevented you from using the cafeteria services?



Non-Patrons' Response

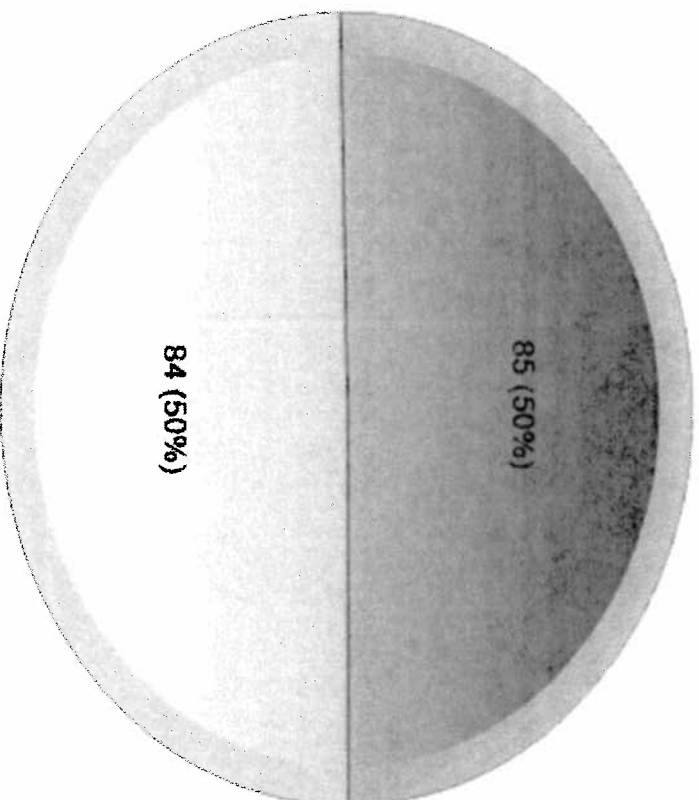
Areas of Improvement

- **Food Quality**
 - More Variety
 - Healthier Choices
 - (more veggies and fruits)
 - Fresh Prepared Food
 - Food Presentation
 - needs to be more appealing
- **Price**
 - Too High
 - Not Consistent
 - Need Price Chart
- **Customer Service**
 - Staff Needs to Be More Friendly and Customer Service Oriented
 - Waiting Time in Lines are Long
 - Consistently Out of Stock of basic products
 - Longer operating hours
- **Cleanliness**
 - Pest control Issue
 - Staff needs to be more sanitary

Online Evaluation of Cafeteria Results

Do you like the idea of having pre-package to go meals (i.e. a sandwich and chips meal for lunch or a sausage biscuit for breakfast)?

☐ Yes ☒ No ☐ Additional Comment

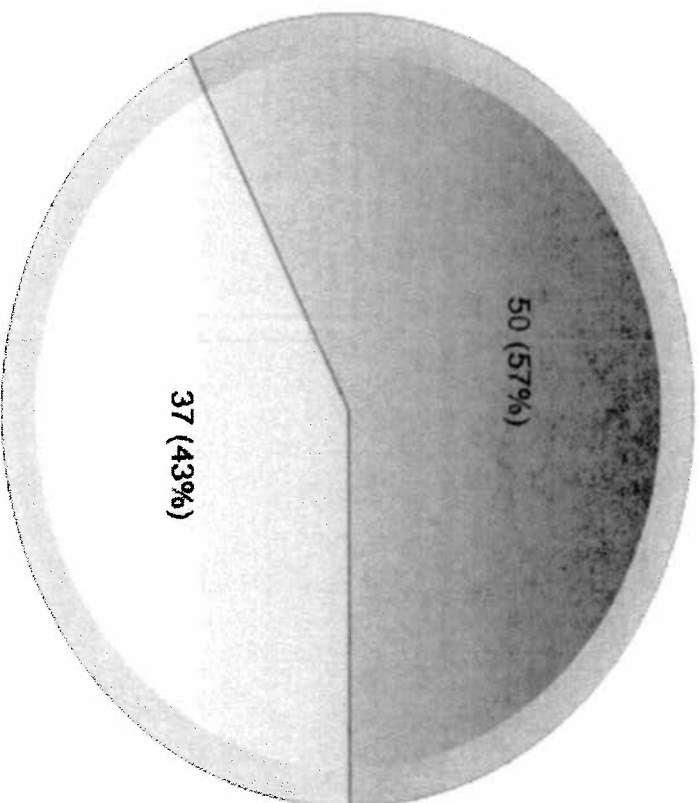


Patrons' Response

Online Evaluation of Cafeteria Results

Do you like the idea of having pre-package to go meals (i.e. a sandwich and chips meal for lunch or a sausage biscuit for breakfast)?

☐ Yes ☒ No ☐ Additional Comment



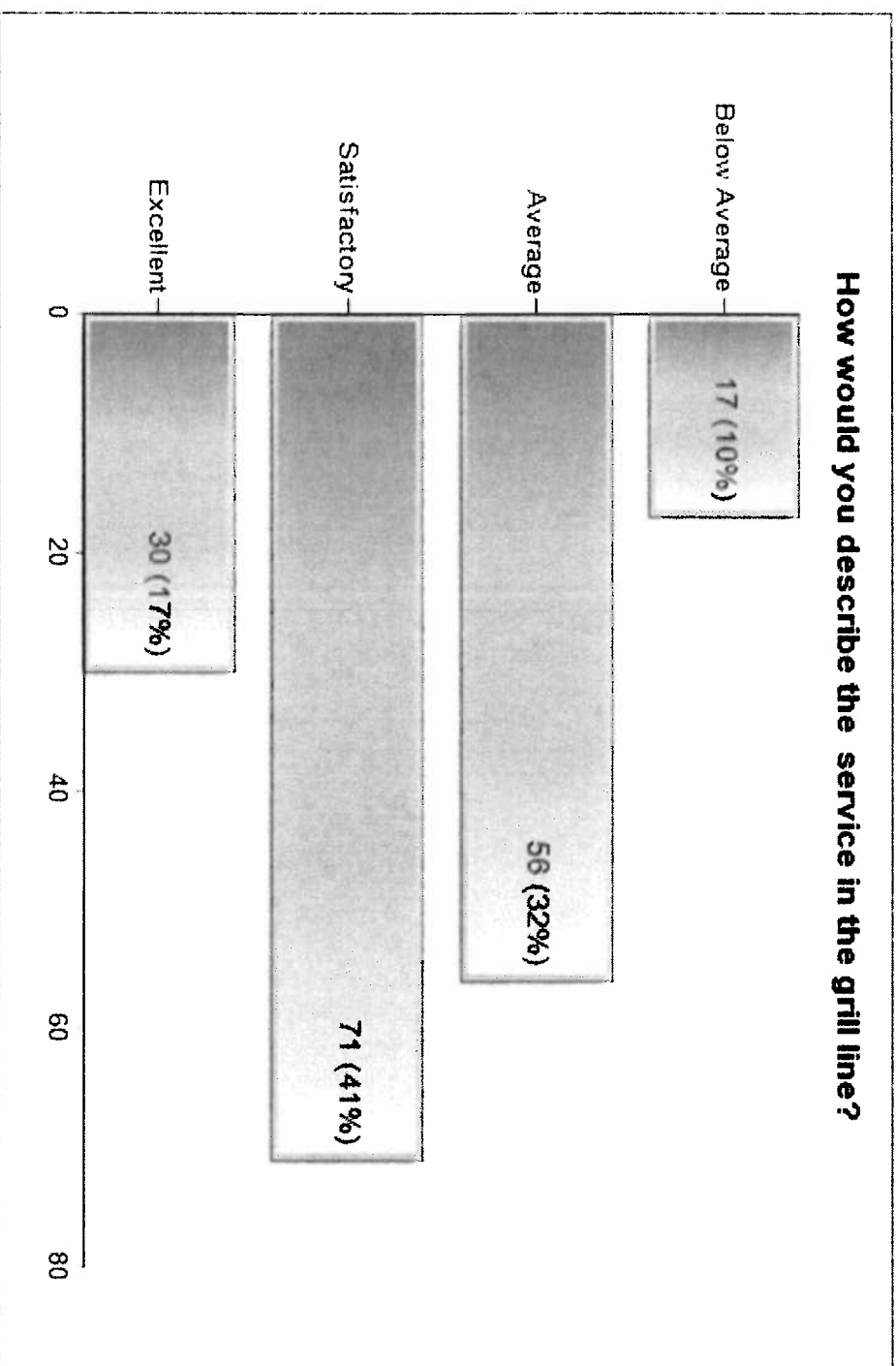
Non-Patrons' Response

Food Selections Employees would like to see served

- More Baked Meats
- Soups
- Better Salad Bar
- More Veggies
- More Fruits
- Ethnic Theme Lunches
i.e. Chinese, Italian, Soul Food
- Juice Bar
- Sub Sandwiches
- Pizza
- Non Pork items
- Spaghetti with Meat Sauce
- Mash Potatoes
- Continue Stir Fry Station
- Continue Taco Salad Bar
- Continue Parfaits

Online Evaluation of Cafeteria Results

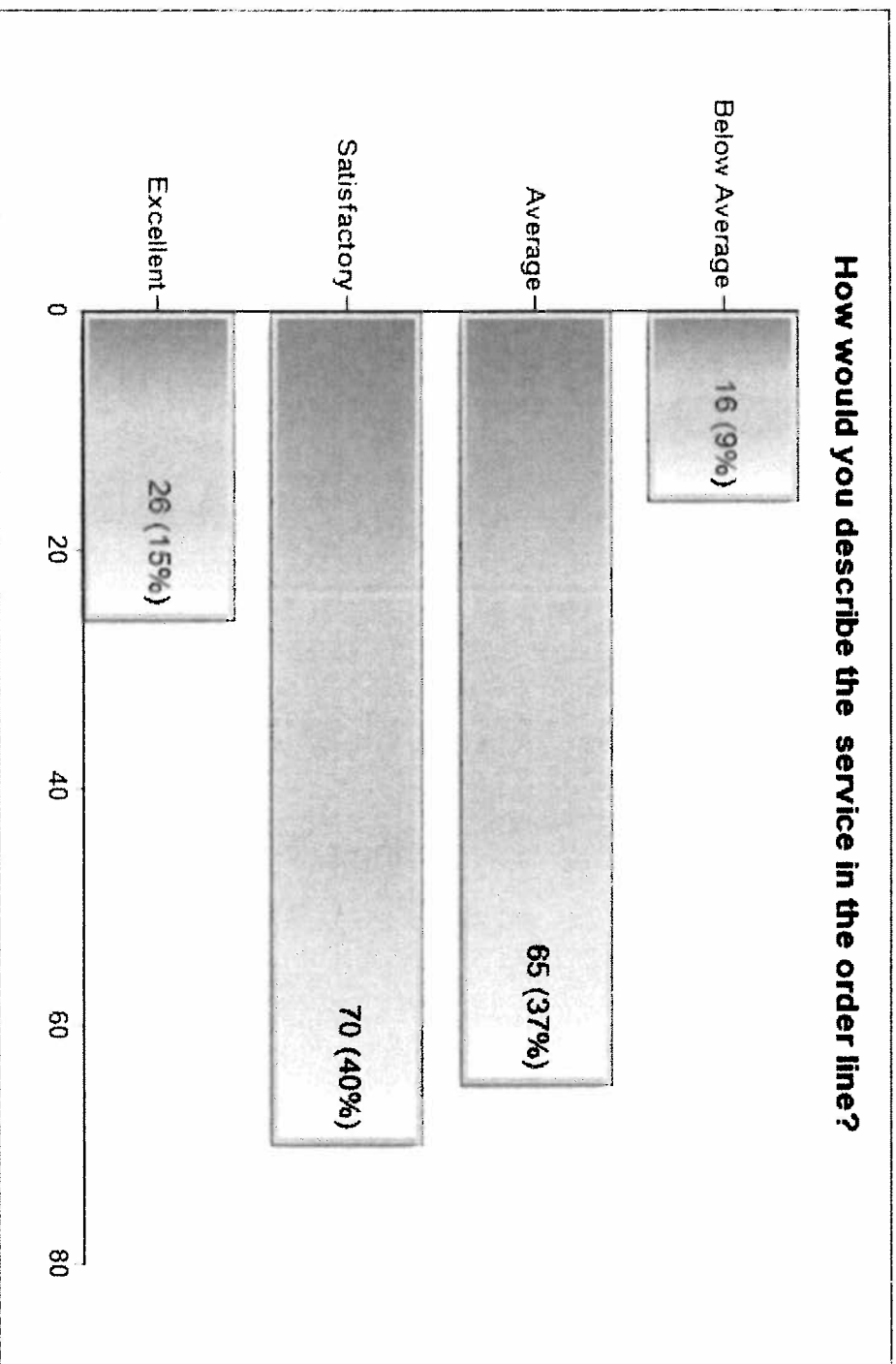
How would you describe the service in the grill line?



Patrons' Response

Online Evaluation of Cafeteria Results

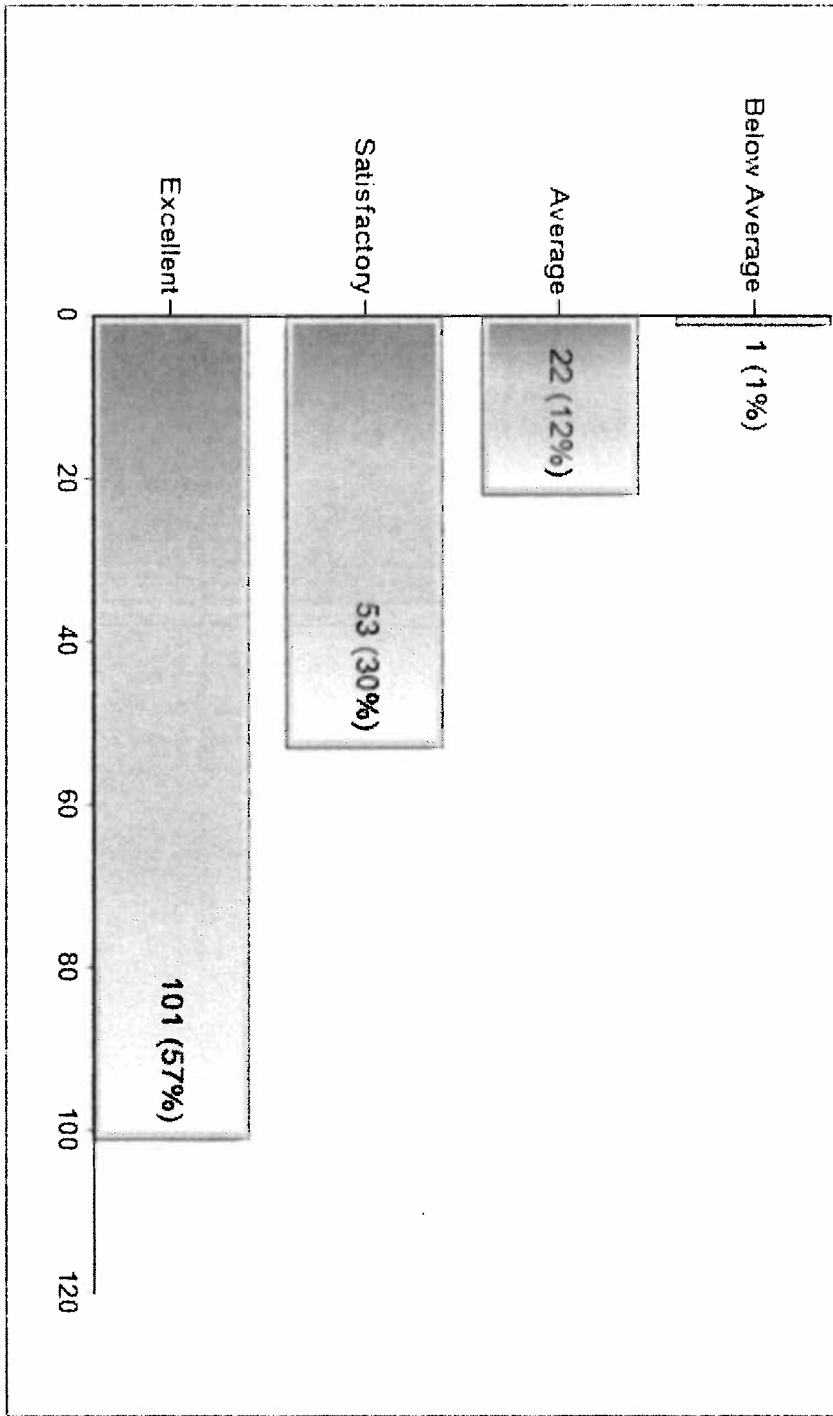
How would you describe the service in the order line?



Patrons' Response

Online Evaluation of Cafeteria Results

How would you describe the service in the cashier line?



Patrons' Response

End of Results

received high ratings. Overall seventy- two percent of employee patrons rated the quality of food as average or above average. Fifty-eight percent of employee patrons rated the grill services as satisfactory or above. Fifty-five percent of the employee patrons rated the order line as satisfactory or above. Lastly, eighty-seven percent of employee patrons rated the cashier's line as satisfactory or above.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

Council Meeting Date:

Requesting Dept.:

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation? The purpose of this legislation is to enter into Renewal Agreement No. 1 of the Memorandum of Understanding “(MOU)” with the Atlanta Workforce Development Agency (AWDA) for the continuation of the Culinary Training Program at the City Hall Cafeteria.

2. Please provide background information regarding this legislation. Pursuant to resolution number 07-R-2470 the City of Atlanta (“City”) entered into a Memorandum of Understanding “(MOU)” with the Atlanta Workforce Development Agency (AWDA) for the purpose of implementing a Culinary Training program in the City Hall Cafeteria, to enable unemployed individuals to gain skills in the culinary industry. The initial term of the contract was for 2 year(s), commencing effective January 15, 2008 with two (2) renewal option(s). Pursuant to the Memorandum of Understanding “(MOU)” with the Atlanta Workforce Development Agency shall pay a rental fee of Twenty-five dollars (\$25.00) a month for the use of the City Hall Cafeteria

3. If Applicable/Known:

(a) **Contract Type:** N/A

(b) **Source Selection:** N/A

(c) **Bids/Proposals Due:** N/A

(d) **Invitations Issued:** N/A

(e) **Number of Bids:** N/A

(f) **Proposals Received:** N/A

(g) **Bidders/Proponents:** N/A

(h) **Term of Contract:** The contract term is for Two (2) years with Two (2) One (1) year renewal options.

4. Fund Account Center: 1001 (General Fund), Department 000002 (General Revenue Org), Account 3890003 (Food, Drink & Notions), Function Activity 0000000

5. Source of Funds: General Fund

6. Fiscal Impact: The fiscal impact will be to the above account in an amount not to exceed Twenty-five dollars and zero cents (\$25.00).

7. Method of Cost Recovery: N/A

This Legislative Request Form Was Prepared By: Perceta Watkins

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE ATTN: CANDACE BYRD

Dept.'s Legislative Liaison: Perceta Watkins

Contact Number: 404-330-6569

Originating Department: Executive Offices/Office of Enterprise Assets Management *am*

Committee(s) of Purview: Finance /Executive Committee

Chief of Staff Deadline: February 23, 2010

Anticipated Committee Meeting Date(s): March 9-10, 2010

Anticipated Full Council Date: March 15, 2010

Legislative Counsel's Signature: Adrian L. Jackson

Commissioner Signature: 2/8/2010

Chief Procurement Officer Signature: Adrian L. Smith *ONC*

CAPTION

A RESOLUTION

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A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 ON BEHALF OF THE EXECUTIVE OFFICES- OFFICE OF ENTERPRISE ASSETS MANAGEMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING "(MOU)" WITH THE ATLANTA WORKFORCE DEVELOPMENT AGENCY(AWDA) FOR THE PURPOSE OF CONTINUING THE CULINARY TRAINING PROGRAM IN THE CITY HALL CAFETERIA, IN AN AMOUNT NOT TO EXCEED TWENTY FIVE DOLLARS (\$25.00) MONTHLY; ALL REVENUE RECEIVED PURSUANT TO THIS MEMORANDUM OF UNDERSTANDING "(MOU)" SHALL BE DEPOSITED INTO 1001(GENERAL FUND), DEPARTMENT 000002 (GENERAL REVENUE ORG), ACCOUNT 3890003 (FOOD DRINK & NOTIONS), FUNCTION ACTIVITY 000000 AND FOR OTHER PURPOSES.

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____

(date) 2/11/10 (date)
Received by Mayor's Office: _____ Reviewed by: _____
(date) (date)

Submitted to Council: _____